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State Superintendent of Public Instruction

**CALIFORNIA
DEPARTMENT
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To: Selected County and District Superintendents
Selected Language Census Coordinators

From: Karl Scheff, Manager
Educational Demographics Office

Subject: Language Census 2003 Forms Submission Due

Language Census Forms (R30-LC) were due to the California Department of Education (CDE) on or before April 3, 2003. As of April 17th, 2003 we have not received Language Census forms for schools in your district. If the forms have already been submitted, please contact, Dorothy Aicega at (916) 327-0208 so we can work with you to locate the forms.

The data reported on the R30-LC forms are required by federal case law. In addition, there are remaining reporting requirements under Education Code sections 62002 and 62003. The submission of the Language Census for each school is a district responsibility and must be completed for all public schools except preschools, children's centers, adult schools, regional occupational centers, and state special schools. Based on federal case law, all charter schools must also submit the Language Census data.

All Language Census forms must be received in our office by May 1, 2003 either by mail, fax, or through the use of the Language Census Software, "Submit data via Internet" option. If you have any questions or need assistance please contact Dorothy Aicega at (916) 327-0208.